

Monday, September 23rd, 2013

Minutes of the Regular Meeting of Council held on Monday, September 23rd, 2013 in Council Chambers.

Attendees: Mayor Keith Howell
Deputy Mayor Marlene Peddle
Councillor Dale Howell
Councillor Kim Blackwood
Councillor Sam Winsor
Councillor Linda Bailet
Clerk/Manager Dianne Goodyear

Absent: Councillor Michel Bailet

Call to Order: Chair @ 7:30 p.m.

Agenda: “Central Waste Management” and “Newsletter” was added to the Agenda under “New Business”.

Motion-3503-13-Deputy Mayor Peddle/Councillor K. Blackwood

Resolved that the Agenda be adopted as amended.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes Mayor Howell asked if there were any errors or omissions to the Minutes of the Regular Council Meeting of September 16th, 2013 (MIN1613) which had been circulated to all members.

Motion-3504-13-Councillor L. Bailet/Councillor D. Howell

Resolved that the Minutes of the Regular Council Meeting of September 16th, 2013 (MIN1613) be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0
Abstaining: 0

Motion Carried.

Minutes:

Mayor Howell asked if there were any errors or omissions to the Minutes of the First Meeting of the Newly Elected Council (MIN1713) held on Monday, September 16th, 2013 which had been circulated to all members.

Motion-3505-13-Councillor S. Winsor/Deputy Mayor Peddle

Resolved that the Minutes of the First Meeting of the Newly Elected Council (MIN1713) held on Monday, September 16th, 2013 be adopted as circulated.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0
Abstaining: 0

Motion Carried.

Guest:

Fire Department Representatives

Acting Fire Chief Nathanael White and members George Blackwood and Justin Goodyear attended the meeting to discuss the purchase of a new Pick-up for the Fire Department. The truck is a 2008 – selling “as is where is” at the price of \$11,000 plus tax. The truck was pre-inspected at McCormack’s by Justin who reported the ball joint needs to be replaced (\$35.00); the tie-rod end needs to be replaced (\$233.00); the steering box needs to be replaced (\$564.00) and a pinion seal and couple of lights need to be replaced and the engine light is on which he said is not an issue. The Fire Department is requesting Council pay the taxes and the cost of inspection. The pre-inspection will be paid by the Fire Department.

Mayor Howell declared a conflict of interest, vacated the chair and left the meeting at 7:55 p.m. Deputy Mayor Peddle took the chair.

Motion-3506-13-Councillor K. Blackwood/Councillor D. Howell

Resolved to give permission to the Fire Department to purchase this pick-up if it comes back with a clear credit check with an agreement that the Town would pay the taxes and the inspection. The Fire Department would look after any immediate repairs that would follow the inspection.

In favour: Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood

Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Mayor Howell was invited back to the meeting and returned to the Chair at 8:10 p.m.

Business

Arising:

Amendment to Minutes of Aug. 29/13

Under “**Line Flushing Report**” in the Minutes of August 29/13 (MIN1513), the line “The minimum drop in pressure allowed is 20 psi during flushing activities” is incorrect and is replaced with “*The minimum pressure that we are allowed to drop the distribution system to is 20 psi during flushing activities*” as stated in the Report submitted by Jim Pollett.

Waterline Flushing

This item is to be brought back to the next meeting for discussion. Clerk/Manager will have a copy of the NAPE Agreement and the Outside Worker Duties/Regulations available for clarification of the hours involved in pigging the lines.

Set up Committees

The following Committees were set up:

Finance

Kim Blackwood
Marlene Peddle
Linda Bailet

Recreation

Dale Howell
Sam Winsor

Public Works

Sam Winsor
Michel Bailet
Linda Bailet

**Fire Department
Development**

Kim Blackwood
Dale Howell

Habitat

Michel Bailet
Sam Winsor

Economic

Marlene Peddle
Dale Howell

Committees

Finance:

Signing Authorities

Motion-3507-13-Councillor D. Howell/Councillor S. Winsor

Resolved that the Signing Authorities (along with the Clerk/Manager) would be Mayor Keith Howell, Deputy Mayor Marlene Peddle and Councillor Kim Blackwood.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Public Works: Removal of Boil Order

Confirmation of the removal of the boil order effective August 28th, 2013 was received from Government Services. Information only.

Water Reports

The water sample from Eastern Fish Markets on Sept. 9th, 2013 indicated coliforms present. Government Services suspect it was from the tap so resampling will take place at that site and we will be notified if there is a problem.

Water Quality Report

THM's and HAA's are slightly over the recommended guidelines.

Chlorine Readings/August & Sept.

Chlorine Readings for the month of August and September were reviewed and three infractions were identified.

Motion-3508-13-Deputy Mayor Peddle/Councillor L. Bailet

Resolved that a letter be sent to the Outside Worker regarding the three infractions.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Monthly Water Usage/Flow Data – August

Average usage for the month of August is 150,000 gals/day.

RWOS Pilot Project

Motion-3509-13-Councillor L. Bailet/Deputy Mayor Peddle

Resolved to continue with the contract for the additional 3 weeks as presented.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Part-time O/S Worker

Notices will be posted immediately to fill the Part-time Outside Worker position.

Garbage on Property

Motion-3510-13-Councillor L. Bailet/Councillor D. Howell

Resolved that a letter be sent to the residents asking if it is theirs and if so would they remove all garbage. Further that Council has no issue with accumulating trees etc. for Bonfire night.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Fall Clean up

Motion-3511-13-Councillor L. Bailet/Deputy Mayor Peddle

Resolved that Clean up week would be scheduled for the last week in October. (October 28th – November 1st, 2013).

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Fire Dept:

Response re: Vehicle Fire – No Fire Extinguisher on P/U

A letter was read from the Acting Fire Chief in which they accept responsibility of not recharging and replacing the fire extinguishers for the pickup as required. Their solution is that a small area will be marked on the floor near the door for used and broken equipment. ID tags will be used to identify the problem.

Protocol re: out of town response

In the letter from the Acting Fire Chief, was a request to use the Pumper for responding to vehicle fires just beyond the town boundary. For this reason, the Protocol re: out of town response was moved to be included with the response.

Protocol re: out of town response

It was the decision of Council that the policy regarding out of town response stands as it was previously submitted to the Fire Department and stated in the Mutual Aid Agreement. That being: the maximum assistance that the fire department would generally offer shall be the pickup, pumps, hoses and manpower.

Letter re: Fire Extinguisher Recharging

A letter from Acting Chief White was read which stated they have fire extinguishers that need recharging but are unable to locate a supplier. Clerk/Manager will respond in writing with the current information.

Pumper Recall Notice

Appointment will be made to have the necessary repairs done as soon as possible.

Mutual Aid Meeting

Scheduled for Sunday, Sept. 29th, - Bobby and Cory will be attending in the town truck.

Vehicle Extrication Course

Email received today that all seats for this course has already been filled.

Fire Inspection Training

This information has been passed on to the Acting Fire Chief. He is interested and will check his work schedule and advise if he is available to take this course.

Accounts

Payable:

NL Power	\$1,717.08 – Hydro – Street Lighting (Paid)
Receiver General	\$2,432.50 – Payroll Remittance – Aug. (Paid)
CIBC Mellon	\$ 443.64 – Pension Premiums – Aug. (Paid)
N.A.P.E.	\$ 61.99 – Union Dues – Aug. (Paid)
TRIO Benefits	\$ 326.42 – Health Premiums – Aug. (Paid)
Sam Winsor	\$ 300.00 – 3 rd Quarter Remuneration (Paid)
Keith Howell	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Dale Howell	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Kim Blackwood	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Marlene Peddle	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Ross Collins	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Linda Bailet	\$ 225.00 – 3 rd Quarter Remuneration (Paid)
Bell Aliant	\$ 74.32 – Phone – Fire Dept.
EMCO	\$ 446.45 – Hydrant Repairs
Tulk's Home Hardware	\$ 251.98 – Hydrant Paint/Stain/Faucet/Keys
VOCM	\$ 158.20 – Boil Order Announcements/Radio
Rockwater	\$1,062.20 – Chlorine
CNWM	\$1,954.33 – Tipping Fees/August
CNWM	\$1,980.00 – Curbside Collection Fees/August
Transcontinental Media	\$ 97.45 – Ad-Acclamation/The Beacon
G & M Services	\$ 380.67 – Gas: Town-276.67/FD – 104.00
Host Papa	\$ 121.90 – Website Annual Fee (Paid)
Breakfast Program	\$ 300.00 – SAM Luncheon/Nutrition Break

Motion-3512-13-Deputy Mayor Peddle/Councillor K. Blackwood

Resolved that the outstanding accounts be paid in full as presented.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Correspondence

From	Regarding	Action
Hospitality NL	2014 Conference/Trade Show	Info Only
The Beacon	Ad – Salute Volunteer Firefighters	Info Only
CWTA	Recycle my cell	Info Only

New Business:

Shed Permit

Motion-3513-13-Deputy Mayor Peddle/Councillor D. Howell

Resolved that this request be approved pending the inspection by the Outside Worker.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor S. Winsor Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Central Waste Management – Added to Agenda

Due to the election, all members will have to be reappointed/re-elected. Our dump is the only one not closed out. There's been a dispute between the contractor and government engineers as to what needs to be done. The current contractor will be paid out and a retender will take place to proceed with the close out of our dump.

Newsletter – Added to Agenda

Some topics to be included in our Fall Newsletter are: Flushing of lines, Fall Clean up, Family Challenge, Trail, SAM Conference, Tree Lighting, Town Website and news from the Fire Department, Rec. Committee and Habitat Committee.

Members

Business:

SAM Report

Representatives from 13 Communities and various SAM Partners attended the SAM Conference we hosted on Sept. 6th and 7th. A Conservation Fund has been set up by SAM with \$20,000 invested to date. This funding will

be used for Environmental Projects in the future and will provide scholarship opportunities for students in member communities. Pictures of the conference activities and the signing of the Habitat Conservation Plan were circulated to all members. It was suggested that a letter of thanks should be sent to all the businesses who donated prizes or items for our loot bags.

MNL Convention

Any member wishing to attend should notify the Clerk/Manager as soon as possible to get registered. Deputy Mayor Peddle has committed to attend.

Town Website Update

Mark Parsons has been approached to see if he is interested in updating our website on a regular basis with Minutes, Newsletters, Notices, etc. as required. He will get back to us.

PMA Fall Training Forum

The first course of a Core Program is scheduled in Gander for October 10th and 11th. General Agreement for the Clerk/Manager to attend.

Fall Councillor Orientation

Sessions are free – scheduled for Dec. 7th, 2013 from 9 a.m. to 5 p.m. in Gander. Anyone wishing to attend should notify the Clerk/Manager to get registered.

Adjournment:

Motion-3514-13-Councillor K. Blackwood/Councillor D. Howell

Resolved that Council do now adjourn to meet again on Monday, October 7th, 2013 at 7:30 p.m.

In favour:	Mayor Howell	Deputy Mayor Peddle
	Councillor D. Howell	Councillor K. Blackwood
	Councillor S. Winsor	Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 10:25 p.m.

Monday, September 16th, 2013

Minutes of the first meeting of the newly elected Council held on Monday, September 16th, 2013.

Attendees: Keith Howell
Dale Howell
Kim Blackwood
Marlene Peddle
Michel Bailet
Linda Bailet
Sam Winsor
Dianne Goodyear, Returning Officer

Call to Order: The Returning Officer called the meeting to order at 7:45 p.m.. She congratulated the returning members on retaining their seats and the new member on attaining his seat.

Oath of Office: Individual Swearing in of the new Council was conducted by the Returning Officer as per the attached.

Election: **Nominations for Mayor:**

- Sam Winsor was nominated by Linda Bailet, seconded by Marlene Peddle. Nomination was declined.
- Keith Howell was nominated by Dale Howell, seconded by Michel Bailet. Nomination was accepted.
- Marlene Peddle was nominated by Keith Howell, seconded by Kim Blackwood. Nomination was declined.

Keith Howell was declared Mayor – by acclamation.

Nominations for Deputy Mayor:

- Sam Winsor was nominated by Linda Bailet, seconded by Marlene Peddle. Nomination was declined.
- Linda Bailet was nominated by Michel Bailet, seconded by Sam Winsor. Nomination was accepted.
- Marlene Peddle was nominated by Keith Howell, seconded by Dale Howell. Nomination was accepted.

Vote by Secret Ballot.

Results: Marlene Peddle - 4 Votes

Linda Bailet - 3 Votes

Marlene Peddle was declared Deputy Mayor – by majority vote.

Campaign Disclosure forms were then completed by all Council members. Each member was presented with a Councillor Handbook and two binders for their retention and information – 1 binder containing the Municipalities Act; the second binder containing Roles and Responsibilities, Rules of Procedure for Council Meetings, Town’s current Financial Status, General Information, etc.

Mayor Keith Howell then took the Chair.

Adjournment:

Motion-3502-13-Councillor D. Howell/Councillor S. Winsor

Resolved that Council do now adjourn to meet again on Monday, September 23rd, 2013 at 7:30 p.m.

In favour: Mayor Howell Deputy Mayor Peddle
Councillor D. Howell Councillor K. Blackwood
Councillor M. Bailet Councillor L. Bailet
Councillor S. Winsor

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 8:15 p.m.

Monday, September 16th, 2013

Minutes of the Regular Meeting of Council held on Monday, September 16th, 2013 in Council Chambers.

Attendees:

Mayor Sam Winsor
Deputy Mayor Keith Howell
Councillor Dale Howell
Councillor Kim Blackwood
Councillor Marlene Peddle

Councillor Ross Collins
Councillor Linda Bailet
Clerk/Manager Dianne Goodyear

Call to Order: Chair @ 7:35 p.m.

Agenda: **Motion-3499-13-Councillor M. Peddle/Councillor K. Blackwood**
Resolved that the Agenda be adopted as circulated.

In favour: Mayor Winsor Deputy Mayor Howell
Councillor D. Howell Councillor K. Blackwood
Councillor M. Peddle Councillor R. Collins
Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Minutes: Mayor Winsor asked if there were any errors or omissions to the Minutes of the Regular Council Meeting of August 29th, 2013 which had been circulated to all members.

The following two (2) errors were noted:

Page 2 of the Minutes under Town List/Garbage Pickup:

- Councillor Bailet reported a typing error – should have read Garbage Pick up instead of Garbage Pick.

Page 2 of the Minutes under Line Flushing Report

- Mayor Winsor reported an error in the wording of: “the minimum drop in pressure allowed is 20 psi during flushing activities”; that it should have read: “the minimum drop in pressure allowed is below 20 psi during flushing activities”.

Motion-3500-13-Councillor L. Bailet/Councillor R. Collins

Resolved that the Minutes of the Regular Council Meeting of August 29th, 2013 be adopted as amended.

In favour: Mayor Winsor Deputy Mayor Howell
Councillor D. Howell Councillor K. Blackwood
Councillor M. Peddle Councillor R. Collins
Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Adjournment:

Motion-3501-13-Councillor R. Collins/Councillor M. Peddle

Resolved that the meeting be adjourned.

In favour: Mayor Winsor Deputy Mayor Howell
Councillor D. Howell Councillor K. Blackwood
Councillor M. Peddle Councillor R. Collins
Councillor L. Bailet

Opposed: 0

Abstaining: 0

Motion Carried.

Meeting adjourned at 7:45 p.m.